



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
3000 MARINE CORPS PENTAGON  
WASHINGTON, DC 20350-3000

5720  
ARSF-NJ  
NOV 19 2018

OUTLINE EDITORIAL  
MUCKROCK NEWS DEPT MR 63500  
411A HIGHLAND AVE  
SOMERVILLE MA 02144-2516

Dear Outline Editorial:

SUBJECT: YOUR FREEDOM OF INFORMATION ACT (FOIA) REQUEST, FILE  
NUMBER DON-USMC-2019-001131

This refers to your November 9, 2018, FOIA request for materials related to social media buys for recruiting purposes of the US Military or the Department of Defense. Your request is being controlled under file number **DON-USMC-2019-001131**.

Please be advised that a FOIA request must meet certain criteria before it is considered 'perfected', one of which is that the requester must be an individual. In your initial request, you identified yourself only as "Outline Editorial" and provided an address for the MuckRock News. Please provide both your first and last names so we may begin processing your request. We will hold your request in abeyance for 30 calendar days from the date of this letter. Within that time, please provide the additional information requested.

If you consider the foregoing to be an adverse determination, you may submit an appeal directly within FOIA online. If you prefer to use regular mail, you may submit an appeal to the Judge Advocate General (Code 14), 1322 Patterson Avenue SE, Suite 3000, Washington Navy Yard, DC 20374-5066. Your appeal, if any, must be postmarked within 90 calendar days from the date of this letter and should include a copy of your initial request, a copy of this letter, and a statement indicating why you believe it should be granted. We recommend that your appeal and its envelope both bear the notation "Freedom of Information Act Appeal."

You also have the right to seek assistance and/or dispute resolution services from the Marine Corps FOIA Public Liaison, Ms. Sally Hughes, at [hqmcfoia@usmc.mil](mailto:hqmcfoia@usmc.mil) or (703) 614-4008, and/or the Department of the Navy FOIA Public Liaison, Mr. Christopher Julka, at [Christopher.a.julka@navy.mil](mailto:Christopher.a.julka@navy.mil) or (703) 697-0031. You may also contact the Office of Government Information Services for assistance and/or dispute resolution at [ogis@nara.gov](mailto:ogis@nara.gov) or 1-877-684-6448. For more information online about services provided by OGIS, please visit their website at <https://ogis.archives.gov>.

5720  
ARSF-NJ

I am the official responsible for this determination. Questions concerning this action should be directed to Ms. Natasha Johnson at (703) 614-4008, or via email to [hqmcfoia@usmc.mil](mailto:hqmcfoia@usmc.mil) or fax at (703) 614-6287. Please reference the file number in the subject line above. Should you have questions or concerns, you may also contact me at (703) 614-4008.

Sincerely,

A handwritten signature in cursive script, appearing to read "D. Contaoi".

D. Contaoi  
Initial Denial Authority